

Mayville Public Library Board Meeting
February 9, 2023
Mayville Public Library

1. The meeting was called to order at 6:00 p.m. by Board President Grant Larson.
Present: Director: Jennifer Stasinopoulos, Geri Feucht, President: Grant Larson, Library Vice President: Mike Schmidt, Secretary: Lisa Neumann, Treasurer: Sue Smith, School Representative: Carrie Mathison
Excused Absent: Alderperson Joe Riese
Guests: Kory Krieser and Tom Baade (Integris), and Clarice Case Beaver Dam Daily Citizen.

Kory Krieser of Integris reviewed the new library building project schedule updates and supplements provided to board.

Schedule Update:

1. Updated construction schedule: Kory updated the board of construction progress from Findorff. In next two weeks the structural steel will be started. Air handling unit is still on schedule to come in June. The electrical gear manufacturing is shipping about 8 weeks late. Projection target date has been updated to September with the equipment delay.
2. Design update:
 - a. Kory reviewed the Donor Wall again for the board. Zimmerman is working on getting pricing and also samples for designers to review.
 - b. Kory updated on Construction Bulletin #3 for submittal.
 - c. Kory updated on Construction Bulletin #4 FF&E.
 - d. Kory reported that the Brick & Stone Mock Ups are now on site to view.
3. Procurement Update:
 - a. Furniture items are being coordinated with goal of completion end of February.
 - b. Zimmerman has met to discuss shelving with no orders placed.
 - c. Zimmerman is working on initial meeting with AV vendor. Kory reviewed with board the AV placement outlined in the library.
 - d. Zimmerman is recommending colors for signage to provide samples for the board to review. The exterior lettering sample was shared with the board to review.
 - e. No updates on equipment plan.
4. Budget Update:
 - a. Kory stated cost projection remains the same as last meeting at \$12,398.388.

5. Utility/Infrastructure Updates:
 - a. Kory updated status of Phone and Internet services for coax and fiber options. There are two services needed for teach line and public. Vendor choices are Spectrum and AT&T.
6. Kory shared status on the Overhead Utility will be relocated after backfilling. Kory discussed walking tour be scheduled in March.

Kory informed that Findorff is about two weeks out to topping out ceremony. The time capsule arrived and was shown to the board. Discussion on timeline for burying time capsule at new site and removing old time capsule at current library site. Kory and Tom exited library board meeting.

2. Public Comment: None

3. Approval of minutes of previous meeting: After review, Smith made a motion to approve January 12, 2023 Library Board minutes. Schmidt seconded. Motion carried.

4. City Budget Report: Mathison made a motion to approve the December 2022 budget report. Feucht second. Motion carried. Neumann made a motion to table the January 2023 budget report. Mathison second. Motion carried.

5. Payment of Bills: After review, Smith made the motion to approve payment of the December 2022 bills. Schmidt second. Motion approved. The totals for December are as follows: General Fund: \$4,957.04 Dodge County: \$548.32 Library Trust Fund: \$830.57 Total: \$6,335.93

6. Library Treasurer's Report: Smith gave an updated Treasurer's Report for final December 2022 and January 2023. After review Schmidt made a motion to accept the final December 2022 and January 2023 Treasurer's Report. Feucht seconded. Motion carried.

7. Library Director's Report: Jennifer included a Director's Report in the Library Board Meeting Packet. Jennifer reported on programs growth year over year. In 2021 they had 68 programs and in 2022 they had 129 programs with the same number of staff that were working on weeding, collections, patron database updated and other responsibilities. Jennifer restructuring of staff responsibilities have made their time more effective. She commends her staff for all of their accomplishments in 2022.

8. Library statistics for January 23: Jennifer gave circulation overview which has increased 8% from January 2022 to January 2023 from more groups added and items.

A. Meeting and Activities: Updates outlined in the Director's report. Jennifer has joined circulation committee for the system.

1. Monarch Library System and Directors Council updated in Director's report.

2. Update on Friends group activities highlighted in Directors Report. The Friends Group will be having a Friendtastic Friends Event on Friday, February 24th from 4pm to 7pm to celebrate the friends group and Rhonda's retirement. The board is invited to attend.

B. Building: No building updates.

C. Staff/Upcoming Events: Other staff updates given in Director's report. Rhonda's retirement and Jennifer is holding phone interviews. Mathison made a motion to purchase a retirement gift up to \$250.00 for Rhonda. Smith second. Motion carried.

After review and discussion Feucht made a motion to accept the Director's report for January 2023. Schmidt seconded. Motion carried.

9. Unfinished Business

A. Update on new Library project:

1. Library Building Project: Kory presented his project updates (top of minutes).

B. Board reviewed for the third time the revisions of the Collection Development Management Policy. Jennifer discussed the revisions for the CDMP from previous board meeting. Mathison made a motion to approve the collection development management policy. Feucht second. Motion carried.

10. New Business

A. Jennifer reviewed with the board the 2022 Annual Library Report. Schmidt made a motion to approve the 2022 Annual Library Report subject to the correction of total funds. Feucht second. Motion carried.

B. Schmidt made a motion to endorse The Library Bill of Rights. Mathison second. Motion carried.

C. Feucht made a motion to endorse The American Library Association's The Freedom to Read and The Freedom to View Statements. Mathison second. Motion carried.

11. Adjournment: -- Discuss with possible action: Next regular Board meeting on March 9, 2023, at 6:00 pm at the library. Schmidt made a motion to adjourn at 7:24 p.m. Mathison seconded. Motion carried. Respectfully submitted by Lisa Neumann, submitted on 2/9/2023.